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"Learn Today, Lead Tomorrow"

Kathy Polight, Principal ***Keyon Armstead, Assistant Principal***



2026-2027 School Leadership Team Meeting Agenda
October 22, 2026
3:00 PM

Reading of previous minutes

1. Team Member Updates

- Principal Report
- Review September SLT action items and completion status.
- Share updates on school accountability, training, and available resources.

2. Call to Order

- Welcome, call the meeting to order.
- Confirm attendance/quorum and review meeting norms.

3. Approval of Previous Meeting Minutes

- Review and approve the October 2026 SLT meeting minutes.
- Note any corrections or follow-up items from the previous meeting.

4. Finalizing the CEP in iPlan (Due October 23)

- Review NYSED accountability data, annual goals, progress measures, and targets.
- Revise action plans and reach consensus to finalize the CEP for superintendent review.
- Establish a progress-monitoring schedule (at least three times per year).

5. SLT Bylaws — Proposed Amendments

- Present and discuss proposed amendments.
- Prepare for the bylaws vote and member signatures at the November meeting.

6. Finalizing PFEP and School–Parent Compact

- Review, finalize, and distribute both documents.

- Ensure translated versions are available.
- Align family engagement activities with the Title I Parent 1% Set-Aside Spending Plan.

7. Annual Title I Parent Meeting (Title I Schools)

- Conduct the meeting by October 23, following 10-day advance written notice.
- Review Title I program participation, requirements, and parents' rights.
- Upload meeting documentation and complete principal attestation by October 30.

8. Title I PAC Elections (Newly Designated Title I Schools)

- Establish the PAC and conduct elections by October 23.
- Ensure a quorum of five Title I parents.
- Complete principal attestation and enter the PAC Chair/Alternate in iPlan by October 30.

9. District Parent Advisory Council (DPAC)

- Coordinate PAC Chair/Alternate participation in district elections, as applicable.
- Conduct elections by October 30 if not held in spring.
- Enter election results in iPlan by November 6.

10. SLT Roster, Bylaws, and Meeting Documentation

- Submit SLT member names, contact information, and current bylaws to the DLT and superintendent's designee by October 31.
- Upload member contact information to the SPLCI portal and bylaws to iPlan.
- Upload SLT meeting documentation and update membership or bylaws in iPlan as needed.

11. SLT-to-DLT Reporting and Next Steps

- Review school priorities and updates to share with the DLT.
- Assign responsibilities and deadlines for outstanding action items.
- Identify follow-up items and preparations for the November SLT meeting.

The meeting was adjourned.
The next meeting will be held on Thursday, November 19, 2026.